

OS REGISTRY

FILE

Committee 14
D/Personnel 7
29 JUN 1979 *

MEMORANDUM FOR: Deputy Director for Administration

FROM: Robert W. Gambino
Director of Security

SUBJECT: PMCD Survey of the Community Security Group

REFERENCES:

- A. Memo from D/Personnel to D/Security, dated 30 May 1979, subject: PMCD Survey of the Community Security Group and Related Average Grade Considerations
- B. Memo from D/Personnel to Deputy Directors, dated 12 April 1979, subject: FY 1980 Position Reductions and Related Average Grade Considerations
- C. dated 28 April 1978

STATINTL

1. Action Requested: That you provide 20 compensatory grade points to the Office of Security to allow the Community Security Group's positions to be formally entered on the books in accordance with a recent Office of Personnel survey.

2. Background and Staff Position: The Position Management and Compensation Division (PMCD) of the Office of Personnel has completed a classification review of the Community Security Group (CSG). It should be noted that CSG was created a year ago to provide full staff support to the DCI's Security Committee and to promote joint security initiatives within the Intelligence Community. The Office of Security concurs in the grade structure proposed in Reference A (attached). We have been advised by the Director of Personnel, however, that implementation of the PMCD recommendations will require the Office of Security to identify 20 compensatory grade points so that the Agency's average grade of 10.67 is not exceeded. We find this requirement to be prohibitively difficult and perhaps uniquely penalizing to the Office in the face of this Community support responsibility.

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The Office of Security's ceiling was recently lowered from [redacted] Meeting this position reduction and maintaining average grade per Reference B is a serious hardship. When position reduction comes at the same time as new programs are being implemented, i.e., increased polygraph requirements, more reinvestigations, and new security education endeavors, maintaining the Agency's average grade is nearly impossible. Now we are being requested to identify an additional 20 points in order to establish CSG positions at their proper grade level.

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When CSG was originally proposed, it was to consist of [redacted] of these positions (GS-17, GS-15 and GS-09) were to come from the Intelligence Community Staff; the other [redacted] positions from the Office ceiling. In addition, two of the three Branch Chiefs in CSG were to rotate from elsewhere in the Community and were to be at least GS-15 level officers. Although the size of the CSG has been reduced from [redacted] positions, grade requirements are basically unchanged. The two Community representatives are on board: one a GS-15 officer from the FBI and the other, an Air Force Colonel. The Office of Security was provided three ungraded positions for CSG. The three positions were picked up at the Agency average grade level. We are unable to find either now or in the foreseeable future the 20 points necessary to raise the three ungraded positions and the positions taken from our own T/O to the grade levels approved for the Community Security Group.

It is believed that CSG is performing a significant and valuable Community service and that it is clearly in the Agency's and the DDA Directorate's advantage to have CSG positions placed on the Office's staffing complement at the proper grade levels.

As something of an aside, let me note that the incumbent of the GS-17 position in the Community Security Group assists me with tasks assigned by the Director related to security issues beyond the immediate Office of Security/CIA and concerned with Community security policies and practices. It is the incumbent's responsibility to determine the appropriate implementation for Community security issues; i.e., handling them directly with delegated authority from the DCI; routing them through the Security Committee for discharge under my tasking as Chairman, Security

Committee; or through the mechanism of the Community Security Group. The incumbent serves as the Executive Secretary of the Security Committee and is my principal monitor of all subcommittee activities. I am redesignating the position of Chief, Community Security Group, to a designation of Deputy Director of Security for Community Affairs.

3. Recommendation: That you authorize PMCD to provide 20 compensatory grade points to the Community Security Group.

[Redacted Signature Box]

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Robert W. Gambino

Atts

References

Distribution:

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OS/P&M [Redacted Box] cbt (27 Jun 79)

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ADMINISTRATIVE

PERS 77-3285

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*** OS REGISTRY
FILE** *Committees 14*
Also Personnel 11

MEMORANDUM FOR: Director of Security

FROM : Harry E. Fitzwater
Director of Personnel

SUBJECT : PMCD Survey of the Community Security Group and
Related Average Grade Considerations

REFERENCE : Memo from Director of Personnel to Deputy Directors
dated 12 April 1979; Subject: FY-80 Position
Reductions and Related Average Grade Considerations

1. The Position Management and Compensation Division of my Office has completed their classification review of the Community Security Group and it is my understanding that the Office of Security and PMCD have mutually agreed to the position grade structure.

2. Implementation of the PMCD findings will require 20 compensating GS grade points so that the Agency authorized position average grade of 10.67 is not exceeded. As stated in the reference this requirement becomes more and more difficult to live with, particularly in your case where you are absorbing a Community level function. However my instruction from the DCI is to maintain the Agency authorized position average grade. Therefore, I am prepared to establish the Community Security Group on your Staffing Complement on a "deferred allocation" basis. This means that the positions will be established at a lower grade level in order to comply with average grade constraints and when compensating grade points can be identified in OS, the appropriate grades will be established. The attached listing reflects the agreed to evaluations along with the deferred allocations I am prepared to implement.

3. I will be happy to discuss any questions you may have regarding the implementation of these recommendations.

[Redacted Signature Box]

Harry E. Fitzwater

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Attachment

ADMINISTRATIVE

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MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for NFAC
Deputy Director for Operations
Deputy Director for Science & Technology
Chairman, Executive Career Service Board

OS REGISTRY
FILE *Committees 14*
Also Personnel 9

FROM : Harry E. Fitzwater
Director of Personnel

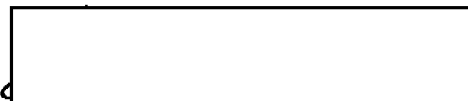
SUBJECT : FY-80 GS Position Reductions and Related Average
Grade Considerations

1. As you know the Agency authorized average grade is 10.67 as approved in our budget. This is to advise you that our GS point reserve has depleted to 234 points, yet planned position reductions, reorganizations, new position requirements and upgradings call for an estimated additional requirement of about 900 points. Since our headroom is not sufficient to cover impending needs I solicit your support necessary to curtail further erosion of this point reserve at the present time.

2. I am aware that positions have already been identified for deletion in a number of cases, however, where reductions compute below an average grade of 10.67. I would suggest you consider the following recommendations in a further review of positions to be deleted:

- a. Where an occupation is represented at the full-journeyman level for all positions, consideration should be given to a certain number of professional grade reductions for entry-level and sub-journeyman personnel.
- b. Make a concerted effort to review the requirement for deputy and assistant to positions that may be deleted when a subordinate line manager could assume these responsibilities.
- c. Review the on-going requirement for journeyman and senior level positions that have remained vacant over an extended period of time.

3. I can appreciate that this process becomes more difficult with each successive reduction and particularly where across-the-board reductions are imposed without significant programmatic changes. To assist you in the FY-80 position reduction process you may wish to solicit assistance from PMCD, especially for those components that have recently been surveyed.



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PERSONNEL

28 APR 1978

POSITION CLASSIFICATION APPEALS PROCEDURES

OS REGISTRY

FILE Committees 14
Also, Personnel 11

STATINTL Reference: [] Position Evaluation

1. This notice establishes formal appeal procedures to resolve disputed position classification findings. The Director of Personnel is delegated the authority and has the responsibility to classify, as to titles, series and grades, all Agency General Schedule positions through GS-15 and all Wage Grade positions. Additionally, the Director of Personnel evaluates all supergrade (GS-16 through GS-18) and Scientific Pay Schedule (SPS) positions and makes appropriate recommendations to the DCI. [] respectively, establish authorities for the classification of supergrade and scientific positions.)

2. In those instances where there is disagreement with the classification findings of the Position Management and Compensation Division of the Office of Personnel, the component head may, within 30 calendar days of notification of the findings, meet with the Director of Personnel to review the decisions. Following these reviews, the Director of Personnel will determine the proper classifications and implement the decisions. Positions will be established on the Staffing Complements in conformance with his decision.

3. Where there is disagreement with the decision of the Director of Personnel, the component head may refer the matter to the appropriate Deputy Director who, after review of the determinations, may meet with the Director of Personnel with the intent of reconciling the issues involved. If the Director of Personnel sustains the original classification decisions, the Deputy Director may submit an appeal, through the Director of Personnel, to the Deputy Director of Central Intelligence whose decisions will be final.

[]
Frank C. Carlucci
Deputy Director of Central Intelligence

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Date

28 June 1979

TO: (Name, office symbol, room number,
 building, Agency/Post)

Initials

Date

1. D/Security

2.

3.

4.

5.

Action	File	Note and Return
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As Requested	For Correction	Prepare Reply
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Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Recommend your signature on the attached. This is an important paper from the standpoint of our overall staffing situation. Unless we get the 20 grade compensating points, we will be in deep trouble as we go into the new fiscal year since a number of the other slotting adjustments we must make in terms of our projected FY-80 program will have significant point shortage implications as well. In other words, even with the 20 points that we hope this plea will deliver, we are by no means out of the woods on point problems.

Finally, the paragraph on the C/CSG job is a fix suggested by PMCD to ease their conscience of calling the job a GS-17.

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